



## Central Ohio Damage Prevention Council

### BY-LAWS

Mission Statement: *The Central Ohio Damage Prevention Council was created to promote safety by bringing together underground facility operators, governmental agencies, excavators, industry associations, and service providers to address issues related to the goal of reducing damages to underground facilities, to provide cooperation and coordination of construction activities, and to improve communications, involvement, and commitment to these goals.*

#### **ARTICLE I NAME**

The name of this organization shall be Central Ohio Damage Prevention Council, hereinafter referred to as "Council".

#### **ARTICLE II PURPOSE**

The Central Ohio Damage Prevention Council is a voluntary organization made up of representatives from the stakeholders in damage prevention organizations to function without authority. The council shall be an information, gathering, and distributing council organized for the purpose of reducing construction damage to underground and overhead facilities, facilitating improved planning of construction activities, and promoting improved public relations. The principal function of the Council is to place before its members information regarding damage prevention techniques in and around the Central Ohio area. The council provides an open platform to discuss and educate members on current damage prevention issues, while creating an opportunity for networking with local industry representatives. The council promotes the utilization of OHIO811 services and supports the education and outreach of the OHIO811.

#### **ARTICLE III MEMBERSHIP**

Membership shall consist of representatives of construction, utility operators, consultants, government agencies, locators, or any agency, company, or group with a vested interest in damage prevention. The member companies shall determine who will represent them at Council meetings. Such representation shall not be limited in number. Each company shall have the right to determine the number of representatives to attend the Council meetings. The membership list may be modified by adding or deleting from the list of members or member companies at any regular meeting as needed.

To maintain active membership, the member must be represented at a combination of 5 meetings which could include 1 DPC volunteer opportunity in a 12-month period. Membership entitles members to voting privileges, recognition for various literature, and other council benefits.

#### **ARTICLE IV OFFICERS**

The officers shall consist of a Chair, a Vice Chair, a Secretary, and a Treasurer. Such officers shall assume their duties at the first regularly scheduled meeting of the calendar year, to serve for a period of two years beginning January. If the Chair resigns his or her office, the Vice Chair shall assume the duties of the Chair for the duration of the term. It is at the discretion of the Council to fill vacated roles of Vice Chair or Secretary positions.

#### **ARTICLE V OFFICERS' DUTIES**

A. The Chair shall be responsible for conducting the monthly meetings. When necessary, the Chair has the authority to call special meetings of the Council. The Chair shall represent the Council on the All Ohio DPC, the committee tasked with reviewing the Ohio Universal Marking Standards per ORC 3781.29(C)(2). As a Common Ground Alliance (CGA) Regional Partner (RP), the Chair may attend committee meetings and participate in RP conference calls. They shall serve as a conduit, providing information about the CGA and its initiatives to Council members and relay feedback and findings from the CGA. The Chair compiles the meeting agenda and information to be sent to the members. The Chair acts as Council spokesperson. Establishes sub-committees for special Council events and activities.

B. The Vice Chair shall be responsible for scheduling the monthly meeting and conducting the meeting in the absence of the Chair. The Vice Chair shall also act as the Secretary in the absence of the Secretary, when not conducting the meeting. They assist with agenda development and scheduling of guest speakers.

C. The Secretary shall keep the minutes of the meetings and distribute them to members. The secretary is responsible for requesting approval of the previous month's meeting minutes and emails the approved minutes to OHIO811 for posting on the website. The Secretary shall also keep the membership list and update the membership list as needed. The Secretary shall maintain monthly meeting attendance records. The secretary shall distribute the meeting minutes and relevant information to the members.

D. The Treasurer shall be the OHIO811 liaison and will be responsible for reporting on the budget, and financial obligations, and submitting all bills to be paid. Shares a report on industry news and other DPC activities.

E. Should both the Chair and Vice Chair be absent, the Council shall appoint a member to conduct the meeting. The Secretary shall not conduct the meeting.

F. The Chair shall request nominations for Chair on even years and Vice Chair and Secretary on odd years during the October meeting. These nominations shall be presented and voted on at the November meeting. The Chair shall ask the membership for nominations from the floor before a vote is taken, to elect the new officers. Voting shall be conducted by a written ballot at the November meeting. Elections shall be by a majority of the members present. The Chair shall nominate two members to tally the ballots and report the results to the Council. Successful candidates shall assume their duties at the first regularly scheduled meeting of the Council calendar year.

#### **ARTICLE VI MEETINGS**

The regularly scheduled Council meeting shall be held on the third Wednesday of each month. The meetings shall be held at a place designated by the Council members. The meetings shall begin at the discretion of the Chair.

#### **ARTICLE VII ACTIONS**

The Council, by one vote per member present, shall determine any action required of the Council. Meetings shall be conducted by a modified version of Roberts Rules.

See discussion from Article III

#### **ARTICLE VIII REVISIONS OF BY-LAWS**

These by-laws may be repealed or amended, and new by-laws may be adopted. A majority vote of the members present is required once the changes have been submitted in writing and read at a previous meeting or once a copy has been distributed by mail to the members of the Council.

This is to certify that the Central Ohio Damage Prevention Council adopted the above noted by-laws on December 20, 2000.

ATTESTED:

By: Melanie Powers  
President

By: Ken Yost  
Vice-President

This is to certify that the by-laws were amended by majority vote on January 15, 2003.

ATTESTED:

By: Rob Dorman  
Secretary

This is to certify that the by-laws were amended by majority vote on November 15, 2006

ATTESTED:

By: Lori Wade  
Secretary

This is to certify that the by-laws were amended by majority vote on November 18, 2020.

ATTESTED:

By: Steve Buskirk  
President

By: Collins Cranmer  
Vice-President

This is to certify that the by-laws were amended by majority vote on February 19, 2025.

ATTESTED:

By: Elizabeth Pyles  
President

By: Joel Johnson  
Secretary